

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Board of Supervisors	(2) MEETING DATE 8/23/2016	(3) CONTACT/PHONE Zola Moore-Stansbury 781-1334	
(4) SUBJECT Request to amend the Fixed Asset List for Fund Center 100-Board of Supervisors to include one printer/color copier/scanner machine in the amount of \$6,911. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board of Supervisors amend the Fixed Asset List for Fund Center 100-Board of Supervisors to include one printer/color copier/scanner machine in the amount of \$6,911.			
(6) FUNDING SOURCE(S) FC 100 – Board of Supervisors	(7) CURRENT YEAR FINANCIAL IMPACT \$6,911.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT { X } Consent    { } Presentation                      { } Hearing (Time Est. ____ ) { } Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS { } Resolutions    { } Contracts    { } Ordinances    { X } N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: { } 4/5 Vote Required            { X } N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY { X } N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Guy Savage			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Board of Supervisors / Zola Moore-Stansbury  
781-1334

DATE: 8/23/2016

SUBJECT: Request to amend the list for Fund Center 100-Board of Supervisors to include one printer/color copier/scanner machine in the amount of \$6,911. All Districts.

## **RECOMMENDATION**

It is recommended that the Board of Supervisors amend the Fixed Asset List for Fund Center 100-Board of Supervisors to include one printer/color copier/scanner machine in the amount of \$6,911.

## **DISCUSSION**

In the FY 2016-17 budget, the Board inadvertently budgeted for a black and white copier but should have budgeted for a new color copier. The difference in price is \$2,350 bringing the total price of this copier above the \$5,000 threshold for fixed assets. Since the price of the new current color copier is over \$5,000 it needs to be added to the department's current Fixed Asset List.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

N/A

## **FINANCIAL CONSIDERATIONS**

The cost of the copier is \$6,911. The funding will come from Fund Center 100. No additional General Fund support is required as the additional cost can be absorbed within the Board's adopted budget.

## **RESULTS**

The purchases will help expedite work flow in the Board of Supervisors office where the print jobs take place, as well as repurpose existing equipment and improve services at the Administrative Office.